

~~CONFIDENTIAL~~

ER
33-6-1045

RESTRICTED DISSEMINATION

31013

1. The Records Center (TRANSFER OF JURISDICTION)

25X1A6D

25X1A6D

2. The Records Management Division of the Management Staff will then be responsible solely for staff supervision. This means to insure by observation physically, and statistically, if desirable, that the technical features of this operation conform to Agency policy and Federal legislation as applicable.

3. It will follow from the above that in the preparation of the annual budget for this operation at [] concurrence must be secured from the Chief, Management Staff in order that policy and technical responsibilities are taken into proper account. Also, the overall responsibility for delivery of file material from [] to a requesting Agency component rests with the Logistics Office until [] is in a position to assume this function.

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for L. E. WHITE
Deputy Director
(Administration)

cc: Assistant Director for Personnel
Comptroller
Legislation Office

Originating Office: Chief, Management Office
Retyped: SA/DDA:WHM:hh (3 Jan 55)

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